

Council of the City of New Castle
Budget Workshop
Town Hall – 201 Delaware Street – New Castle
Monday – May 20, 2013 – 5 pm.

Call to Order – 5:01 pm

Roll Call:

Council President Barthel
Councilperson Cochran
Councilperson Megginson
Councilperson Vannucci arrived at 5:27 p.m.

Absent:

Councilperson Petty

Also present:

City Treasurer Janet Carlin
Manager of HR/Finance Marian Delaney
Mayor Donald Reese arrived at 5:12 p.m.

Marian Delaney, Manager of HR/Finance and Janet Carlin, City Treasurer reviewed actual revenue for the last five fiscal years – FY08 through FY12 and the five-year average, the budgeted revenue for FY13, year-to-date revenue through 04/30/13 and estimated revenue for FY14 by category and source.

President Barthel inquired about the method of billing the business licenses. Ms. Delaney said they attempted to bill by email, but did send paper invoices due to lack of response.

Ms. Delaney explained that the figures for FY13 YTD rental fees are incorrect due to a posting error. The same problem was corrected last year through a journal adjustment. She estimated that \$32,000 should be moved from code enforcement to rental fees.

Ms. Delaney noted that license and permit penalties have fluctuated through the years and that they have budgeted \$2,000 for FY14. President Barthel questioned the amount due to the FY13 YTD of \$143, but agreed to the \$2,000 for this first review.

There was further discussion of the posting error of rental fees to code enforcement with the resulting reduction of code enforcement revenue by \$32,000.

The vacant building registration fees have not billed for FY12 and the number fluctuates from year to year. The amount budgeted is \$5,000.

Ms. Delaney noted that Municipal Services Commission will provide 10% of the city budget and \$500,000 is the current estimate. President Barthel believes that an agreement exists that MSC will not go below \$500,000.

The Trustee-Ground Lease for the police station will be paid off in February of 2014, so eight months has been budgeted at \$66,666.

The Trustee Appropriation will be \$200,000 in four quarterly payments of \$50,000. There will be no additional Trustee funding for specific projects.

The Misc. Income General Fund line includes one-time items of approximately \$18,000, so the revenue has been estimated at \$5,000.

Special trash collection fluctuates, so the budget will be maintained at \$5,000.

Riverbend and Eng/Planning Dev. Fees Reimbursement lines are zeroed out and will remain that way. Two properties are closing, but the future of property sales is unknown.

Many of the grants were one-time only and have been zeroed out. The city does expect to receive funding from State Municipal Street Aid, State Separation Day Grant, Police Pension Supplement, and Pay Job Reimbursement.

Estimated revenue by category is as follows:

Taxes	\$3,180,000.00
License & Permits	\$253,000.00
Fines & Forfeitures	\$50,000.00
Intergovernmental-State	\$766,666.00
Franchise Fees	\$115,000.00
Investment & Miscellaneous	\$6,500.00
User Fees	\$11,500.00
Grants & Other Sources	\$254,000.00
TOTAL	\$4,636,666.00

The total estimated revenue for FY14 is \$4,636,666. The revenue is \$417,203 less than last year. There are several anticipated grants that need to be researched and included.

President Barthel noted the estimated reduction in revenue from the Trustees and grants. Ms. Delaney indicated that the city would receive approximately \$135,000 less from the Trustees for Park & Fuel Reimbursement and the Tree Commission.

President Barthel asked for clarification of the use of the Park & Fuel Reimbursement revenue. Ms. Delaney explained that salaries for two individuals and fuel were paid from this revenue. President Barthel noted that expenses will be reduced by the same amount.

The budget workshop presentation schedule for future meetings was reviewed.

The meeting was adjourned at 5:37 pm

Respectfully submitted,

Janet E. Wurtzel
New Castle City Clerk